



CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D. C. 20505

PUBLIC AFFAIRS

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5 December 1985

**Dr. Frank A. Burd
Executive Director
Baltimore Council on Foreign Affairs
World Trade Center
Baltimore, MD 21202**

Dear Dr. Burd:

This letter is in reference to our telephone conversation concerning CIA Director William J. Casey's address to the Baltimore Council on Foreign Affairs at the Constellation Room of the World Trade Center on Wednesday, 22 January in Baltimore.

The proposed format for the event is a reception at 5:15 p.m., address at 6:00 p.m. with approximately 30 minutes of remarks followed by 40 minutes of Q's and A's. According to our conversation, the press will not be present except for editorial writers from the Baltimore papers. You plan to identify any foreign nationals that might attend the address, and not include them at the private dinner following the presentation. As you know, Mr. Casey does not grant press interviews, and we request that you not allow television or radio coverage.

Closer to the time of the address, I would appreciate knowing who will introduce Mr. Casey. Could you send me short biographies of those people that he will be meeting as well as the names and titles of those at the dinner? I would also appreciate receiving any recent brochures or pamphlets that you may have on the Council. A sketch of the Constellation Room would also be helpful. Will a podium with mike and a neck mike be available for the address? We also request that your organization tape Mr. Casey's speech for our historical records.

Enclosed for your information is the Director's photograph and biography. A general title for Mr. Casey's address is "Intelligence and National Security." I look forward to working with you in preparing for this event. If you have any questions, please call me on [redacted]

Sincerely, [redacted]

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